

USDA Farmers Market Operating Guidelines

1. **Market Operation:** The Market will be held in parking court #9 of USDA located on the corner of 12th Street and Independence Avenue, SW, Washington, D.C. Selling will not begin before 10:00 a.m. and will end promptly at 2:00 p.m. each market day. Due to space restrictions, late arrivals will be located at Market Management's discretion. All vehicles must vacate the market site no later than 3:00 p.m.
2. **Producer-Only:** Farmers will only sell products which they grow or produce themselves.
3. **Products To Be Sold:** Fresh, high-quality fruits, vegetables, herbs, honey, jams and jellies, cheese, vinegars, cider, maple syrup, flowers, bedding plants, and potted plants may be sold at the Market. Value-added products will be admitted at the discretion of Market Management.
4. **Commitment to Market:** Farmers/vendors must commit to the entire market season and participate on a regular basis. Product availability may limit participants' beginning and ending dates; therefore, a schedule will be developed prior to the start of the market season documenting the farmer/vendor commitment to the Market.
5. **Notification of Attendance:** Farmers/vendors must call within 48 hours of a market day if they cannot attend. Failure to provide proper notification may result in termination of farmer/vendor participation at the market.
6. **Stall Space:** One vehicle is permitted per stall; all other vehicles must be removed from the immediate market premises. One space is 16w x 17d feet, and all trucks must fit within that area.
7. **Signage:** Farmers/vendors must clearly display the name of their farm/business and post prices for all items being sold.
8. **Clean-up:** Farmers/vendors are responsible for cleaning all trash and waste within and around their allotted space. Garbage bins are provided on the market site for this purpose.
9. **Applications:** All new and returning farmers/vendors must complete an application each year. The application will provide Market Management with information on contact, farm location, type of farming operation, types

of products grown, and business practices.

10. **Farm/Business Visits:** USDA Farmers Market Management may visit farm/business locations to verify compliance with Market criteria and guidelines. Farmers/vendors should submit a map and directions to their farm/business location along with the Market application.
11. **Noncompliance:** The U.S. Department of Agriculture reserves the right to refuse acceptance of any vendor or item that is not in keeping with the rules or quality of USDA criteria and guidelines.
12. **Cooperative Marketing:** Farmers and/or vendors are permitted to share space with another farmer/vendor or sell another's products if the arrangement is beneficial to the market. A co-op must be pre-approved by Market Management and will not be accepted if similar products are already sold by existing farmers and/or vendors.
13. **Reselling:** The resale of items purchased by the vendor shall not be permitted except in the case of ingredients required by those producing prepared or value-added products. However, farmers and/or vendors selling these types of products must prepare them predominately with material they have grown or gathered. Baked goods are exempted from this rule.
14. **Prepared Foods:** All food items must be prepared in accordance with applicable local, state, and federal regulations. Food vendors must submit a copy of their food licenses with their application. If accepted, a vendor may be immediately terminated from market participation if they fail to comply with health department regulations.
15. **Reasons to disallow participation:** Efforts will be made to accommodate all who apply, however, a vendor may not be allowed to participate due to insufficient space, excess supply of the products to be sold, if criteria is not met, and/or guidelines not adhered to.
16. **Conduct on Federal Property:** While participating in the market, farmers and vendors are required to comply with Subpart 101-20.3 of the Federal Property Management Regulations, "Conduct on Federal Property" (see attached).

VENDOR CERTIFICATION

(Please detach, sign and return this page to USDA Farmers market Management.)

By signing below, I certify that I have read, understand and will adhere to all applicable guidelines as stated in this document. I further understand that should I fail to comply with these specified guidelines, my participation in the USDA Farmers Market could be terminated.

Signature of Farmer/Vendor

Date

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